



St. Anthony's School

Careers Education, Information, Advice and Guidance Policy

Review Period: Annually

Review Date: November 2025

The objectives of the Careers Education, Information, Advice and Guidance policy are as follows:

- To ensure that all pupils at the school receive a stable careers programme
- To enable all pupils to learn from information provided by the career and labour market
- The CEIAG programme should be individual and address the needs of each pupil
- To link the curriculum learning to careers learning
- To provide pupils with a series of encounters with employers and employees
- To provide pupils with experiences of workplace(s)
- To ensure that pupils have a series of encounters with further and higher education
- To provide each pupil, where appropriate, with the opportunity to receive personal guidance

Aims

At St. Anthony's our aim is to provide a broad, balanced and impartial careers programme that equips all pupils and their families with the knowledge and skills needed, so pupils are fully prepared for their next part of their journey within education and in the community.

We aim to deliver an overarching curriculum with clear links to careers in all subjects which is progressive from Year R to Year 11. Through careful planning the careers curriculum provided is aspirational, ensuring all pupils are aware of the possibilities open to them in the wider world.

Statutory requirements and recommendations

The careers provision at St Anthony's is in line with the statutory guidance developed by the Department for Education. The Careers Guidance states that high-quality careers guidance helps:

- young people make informed choices about their futures, so they can develop their interests and potential, and follow the path that is right for them to progress into work
- break down barriers to opportunity
- improve skills needed for success in work
- improve national productivity and grow the economy

Gatsby Benchmarks

There are eight Gatsby Benchmarks that all secondary schools are expected to use. For more information please click here: [A New Chapter for Careers Guidance | Gatsby Benchmarks](#)

The Careers & Enterprise Company

St Anthony's School works closely with our local Careers Enterprise Hub. We work in partnership with the Careers Enterprise Hub who provides support to develop our careers programme ensuring we are aligned with the Gatsby Benchmarks.

Evaluation and analysis: Compass+

St Anthony's School uses Compass+ to manage, track, evaluate and report on careers activities. With the use of Compass+ the school is able to review the careers provision against the eight Gatsby Benchmarks, helping to identify strengths and areas for improvement.

We also use Future Skill Questionnaires (FSQ) to measure individual learners' career readiness: the key aspects of knowledge, skills and attitudes that are important for successful transitions. The results highlight activity that is working well and where more support is needed to improve career outcomes. We use these insights to inform the targeting of support to specific groups or individuals.

Careers Advice and Guidance

Where appropriate, pupils in KS4 will receive impartial careers advice and guidance. The purpose of careers advice and guidance is to help individuals make informed decisions about their education and career paths by explain their interests, skills and goals.

Governors Responsibilities

The governing body will ensure that the school has a clear policy on Careers Education, Information and Guidance (CEIAG) and that this is clearly communicated to all stakeholders. They should ensure that this policy is:

- Based on the eight Gatsby Benchmarks
- Meeting the school's legal requirements

The governing body will ensure that arrangements are in place to allow a range of educational and training providers to access pupils in years 9 to 11.

There will be a named member of the governing body who takes a strategic interest in CEIAG and encourages employer engagement.

Provider access

This section of the policy sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer.

All pupils in Years 7-11 are entitled:

- to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point
- to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships
- to understand how to make applications for the full range of academic and technical courses
- The school will work with providers in order to identify the most effective opportunity for them to share information about education and training opportunities.

Below shows the way in which education and training providers should get in touch with the school in order to gain access to pupils and/or parents to inform them about further opportunities.

Application for Provider Access

Introduction

This document sets out the school's arrangements for managing the access of providers to pupils at the school for the purpose of giving them information about the provider's education or training offer. This complies with the school's legal obligations under Section 42B of the Education Act 1997.

Pupil entitlement

All pupils in years 7-11 are entitled:

- ☐ to find out about technical education qualifications and apprenticeships opportunities, as part of a careers programme which provides information on the full range of education and training options available at each transition point
- ☐ to hear from a range of local providers about the opportunities they offer, including technical education and apprenticeships – through options events, assemblies and group discussions and taster events
- ☒ to understand how to make applications for the full range of academic and technical courses

Management of provider access requests

Procedure

A provider wishing to request access should contact Clare McNair.

Telephone: 01243 785965

Email: cmcnair@st-ants.org

Opportunities for access

The school offers a comprehensive Careers Education, Information, Advice and Guidance programme and an overview of this programme is evident in the school's Careers and Transition Programme which can be seen on the school website.

Please speak to our Careers Manager, Clare McNair, to identify the most suitable opportunity for you.

The school will make a suitable space available for discussions between the provider and pupils, as appropriate to the activity. The school will also make available ICT and other specialist equipment to support provider presentations. This will all be discussed and agreed in advance of the visit with the Careers Manager or a member of the St Anthony's team.